

## **NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION**

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### **MINUTES OF MEETING**

**March 1, 2007**

*(Approved May 3, 2007)*

Members Present: Edward Murdough, Brad Simpkins, Michael Williams, David Duquette, Kevin Pratt, John Hoglund, Joseph Butts, George Sykes, J. William Degan.

Members Absent: Karen Schlitzer, Earl Sweeney, Carl Roediger, Stephen Carrier, Al Burbank, Richard Mason.

Others Present: *Division of Fire Standards & Training and Emergency Medical Services*—Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief, Jeff Phillips, Bureau Chief; Chris Rousseau, Captain; Heather Newland, Recording Secretary; Denise McAdoo, Executive Secretary; *Division of Fire Safety*--- Chris Wyman, Investigator; and *Division of Homeland Security and Emergency Management* --- Chris Pope, Director.

#### **I. CALL TO ORDER**

**Item 1. Call to Order.** The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair David Duquette at 10:10 a.m. on Thursday, March 1, 2007 at the Richard M. Flynn Fire Academy, 222 Sheep Davis Road, Concord, NH.

The Pledge of Allegiance was recited.

#### **II. APPROVAL OF MINUTES**

**Item 1. January 4, 2007. Motion** was made by Commissioner Murdough, seconded by Commissioner Butts, to approve the minutes of the January 4, 2007 Commission meeting to include the change on page 15, Item 1, to add the name “Bona” after Reverend Pat. Motion passed unanimously.

### III. CHAIR'S REMARKS

Chair Duquette indicated he took up skiing recently and didn't break anything.

### III. COMMITTEE REPORTS

**Item 1. Emergency Medical Services.** Chief Prentiss gave her report as follows:

- a) *David Dow, after 26 years of service with the State, passed away in the early days of his retirement. His memorial service was well attended. Prior to his passing, he learned just prior to his sudden death that the 2007 Patient Care Protocols were dedicated to him.*
- b) *2007 Patient Care Protocols rolled out at all but one NH Hospital's*
- c) *Research Coordinator's position will be vacant as of today. Interviews will be conducted on March 14, 2007.*
- d) *Field Services Rep position previously held by David Dow was posted internally. Unable to fill, will be advertised in the Union Leader this weekend.*
- e) *TEMSIS-Over 132,000 runs entered, 92.5% Transporting Units reported, Statewide average to completion 25 minutes.*

**Item 2. Fire Marshal's Office.** Fire Marshal Degnan handed out his report.

**Item 3. Forest Protection Bureau.** Commissioner Simpkins gave the following report:

- a) *The bureau recently took possession of a Type IV wildland engine through the federal excess property program that had previously been stationed at Sequoia National Forest in California. While the engine is about 20 years old, it is in good condition, including the pump and tank. This engine will be refurbished, painted, and equipped with all the tools and supplies needed for a Wildland Firefighter 1 course, and will be available for off-site wildland fire trainings. We are hoping to have the truck ready by early summer.*
- b) *The bureau is currently soliciting bids for a new wildland fire prevention trailer. Our current trailer is well in excess of 30 years old and is in rough shape. We have been asked by the various Warden Associations to purchase a new trailer that could be used at the various fairs in late summer and early fall to promote wildland fire prevention. The new trailer will be a snowmobile-type trailer about 18 feet long and will have a storage area in the front for supplies and a changing area for Smokey.*

- c) *Our training calendar is out for this spring and early summer. The bureau has 13 trainings scheduled so far, as well as 7 safety refreshers and pack tests in various parts of the state.*
- d) *We are expecting an earlier than normal fire season in the southern portion of the state due to a lack of much snowpack. All of the firetowers are ready to be staffed at any time except Croydon and Green Mountain.*
- e) *The bureau is currently filling 4 positions. The application period recently closed for the forest ranger, Green Mountain fire tower, and the southern Coos County mobile patrol positions. Today is the last day for the bureau's program assistant, Amanda Smith, who will be taking a promotion in another Division starting tomorrow. Amanda will be sorely missed, but we wish her the best of luck in her new job. We will be posting that position hopefully within a week or two.*

**Item 4. Curriculum Review.** Curriculum Status Report by Chief Rosolen is in each Commission member's packet and is as follows:

**CURRICULUM STATUS REPORT**  
**March 1, 2007**

- (a) **Driver/Operator:**
  - (1) *Pumps:*
  - (2) *Aerial Apparatus:*  
*Still waiting to hear from the committee. No other programs will be approved at this point.*
  - (3) *All Vehicle:*  
*We are currently forming a visiting committee to review this program and bring it up to the NFPA standard.*
- (b) **Hazardous Materials:**
  - (1) *Operations:*
  - (2) *Technician:*
- (c) **Aircraft Rescue & Fire Fighting:**  
*A 40 hour certification class was scheduled for October and went very well.*
- (d) **NFPA 1030 Series:**
  - (1) *NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners:*  
*Inspector II is scheduled for late March to early April.*

- (2) *NFPA 1033, Standard for Professional Qualifications for Fire Investigator committee will come before the Commission's curriculum committee in March.*
- (3) *NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator: Will probably follow the 1033 standard.*

(e) **Rescue Series:**

- (1) *Structural Collapse:  
No pilots scheduled as yet. It was learned that Rope, Trench, Confined Space, and Vehicle/Machinery Extrication are necessary to have before Structural Collapse can be offered according to the standard.*
- (2) *Confined Space:  
A confined space trailer has been purchased from Mike Carrier of Merrimack Fire and is on campus at this time.*
- (3) *Technical Rope Rescue:  
Curriculum was approved at the May 5, 2005 Commission meeting. The committee went to Springfield for training with CMC and are preparing to plan for the first class in the near future. A Technical Ropes Rescue Operational level curriculum will be presented in January.*
- (4) *Trench Rescue  
The first pilot took place with good results.*
- (5) *Water Rescue/Ice will be the next programs to be considered. Ice Rescue will be presented in March.*

(f) **NFPA 1001 Firefighter I and Firefighter II:**

- (g) **NFPA 1021 Fire Officer:**  
*The fall class has just been completed.*

- (h) **NFPA 1041 Instructor:**  
*An Instructor III class is scheduled for the Woodstock area this fall is now completed. A Trainer the Trainer for Instructor I is scheduled this winter with a pilot class in at the Academy.*

- (i) **NFPA 1051 Wildland Firefighter:**  
*Doing well at this point.*

- (j) **C2F2**  
*A committee has been formed to review the program as it has been three years that it has been offered and some issues have come up that need to be addressed. A meeting has been scheduled before the November Commission meeting 11/2. Ed Murdough has given me his report to share with you in regards to the two committees discussions and recommendations.*

- (k) **ICS/NIMS**  
*Starting to regionalize these programs for more effective and economical delivery.*

*Pro-Board Certifications, Standards and Year*

*NFPA 1001, Firefighter I, 2002*

*VIII. NFPA 1001, Firefighter II, 2002*

*IX. NFPA 1002, Driver Operator Pump & Aerial, 2003*

*NFPA 1021, Fire Officer I&II, III&IV, 2002*

*NFPA 1041, Fire Service Instructor I, II, III, 2002*

*NFPA 1031, Fire Inspector I, 2003 and soon Inspector II*

*NFPA 1003, Airport Firefighter, 2000*

*NFPA 472, Hazardous Materials Operations, 2002*

*NFPA 472, Hazardous Materials Technician, 2002*

*NFPA 1006, Rescue series not yet accredited, 2003*

Chair Duquette stated the Aerial Apparatus Program was being delivered this morning. Chair Duquette also explained there isn't a big demand for this program.

Commissioner Murdough stated the information on the curriculum report under C2F2 is outdated.

**Item 4a. NFPA 1030 Series.** Commissioner Williams presented the pilot for the Fire Investigator program (80 hours). Chris Wyman discussed the history of the visiting committee. This curriculum is the New York curriculum, changed a little. The wildland firefighter section has been changed to include 6 hours.

***Motion*** was made by Commissioner Williams, seconded by Commissioner Butts, for the approval of the Fire Investigator pilot program. Motion passed unanimously.

Chief Rosolen stated they are looking at a New Hampshire program for Driver Operator All Vehicle from the New Hampshire Municipal program.

Commissioner Williams asked what the status was with the Ice Rescue Program. Chief Rosolen stated Steve McKenna and a few other instructors had attended Jerry Dworkin's program. Mr. Dworkin threatened a lawsuit saying they made an agreement to only teach for his programs. The Attorney General's office is looking at this; we are waiting for their ruling on this. The class scheduled for last Saturday was canceled. Chief Rosolen stated Steve McKenna felt that Mr. Dworkin's program didn't spend enough time on skills and that it was too commercial.

#### IV. REPORT OF THE DIRECTOR

**Item 1. Director's Report #107.** The Director's Report #107 for March 1, 2007 was reviewed by Chief Rosolen and was as follows:

*Well, after being tormented it appears we are now having winter, snow and all! I actually enjoy four seasons, but April 1<sup>st</sup> there should be no snow!*

1) RULES

*I know rules are on the agenda and attached are the proposed changes, most were already voted to endorse, and some are at the recommendation of the Hiring Standards Committee. I would like to make final vote so Legal Counsel can assemble in the appropriate manner for submissions, if we do this before summer (next meeting is in May), we can get the process done prior to expiration!*

2) ASSISTANCE TO FIRE FIGHTER GRANT WORKSHOPS

*Bob Waters of Department of Homeland Security, Office of Grants & Training, conducted 6 workshops over the past 2 weeks. They were held in Plymouth, Peterborough, Concord, Greenland, Rye and Lancaster. There will be \$547-million for the FY-07 process.*

*To date in the FY-06 process, 36 New Hampshire fire departments or EMS services have been awarded \$2,682,612.....an average of \$74,628 per agency.*

3) PERSONNEL UPDATES  
VACANT POSITIONS

- *EMS Training Coordinator – Vacated by Dave Dow in the Wilton EMS office. This will be re-posted shortly.*
- *Maintenance Supervisor – In the Division of Personnel for upgrade review. Should be completed anytime.*
- *Maintenance Mechanic – Mike Maloney, on Worker's Compensation leave will be filling the position vacated by Rich Swindell. Upon return to duty we will post Mike's position.*
- *Secretary II – Vacated by Denice McAdoo, who was promoted to Executive Secretary. Position closed and several need to complete a test prior to filling the position.*

*OTHER*

- *EMS Research Coordinator Fred Von Recklinghausen has resigned to be Trauma Manager for Dartmouth-Hitchcock Medical Center. The position has closed; we will be interviewing shortly.*
- *Dale Boyd has been promoted to Program Assistant II, basically the Registrar. This is a new position and she will oversee the support process for all classes.*

4) *DAVID DOW*

*As you all know, Dave Dow retired in November after many years of dedicated service to the EMS Bureau. Unfortunately, he experienced several medical conditions. Sadly, he passed away in January. Our hearts, thoughts and prayers go out to his family.*

5) *RECRUIT SCHOOL*

*We had nearly 70 applications for Recruit School, March 5 – May 25, 2007. We have accepted 30 applications for the school this year and we will be examining the possibility of a fall school in 2008. In the past we have not had the enrollment to support 2 programs annually. Going all the way (FFI-FFII-C2F2) will be 27 students, 3 will be FFI only and 3 will be FFII and C2F2 (the last 3 are required for employment). I had the opportunity to help with the “seating” of this program.....REAL learning experience!*

Other items discussed were:

Chief Rosolen indicated he went to Florida last month for the Pro Board. He is a member of the advisory committee elected for a three year term. He will be attending a site visit in Canada in April; this will help when it is our turn.

## **VI. OLD BUSINESS**

### **Item 1. Administrative Rules.**

Chair Duquette referred to the attached proposed changes to the Administrative Rules.

There was discussion on the language and meaning of Fire 101.17. Commissioners Butts, Hoglund, and Murdough had comments regarding the principal source of income and how that works. Chair Duquette indicated this will have to be reviewed by the attorney for the Department of Safety for clarification.

There was discussion regarding Fire 701.01. Commissioner Simpkins stated the language for the entrance requirement for the rules for Police Standards were used to draft the language in 701.01. Chair Duquette read a letter from Deputy Chief Corey Landry from North Hampton regarding 701.01 (b) (1) dealing with discharge. It was decided to copy the language from Police Standards & Training manual.

Fire 701.01 (b) (3) was discussed. It was decided to add the following to 701.01 (b) (3) to read as follows:

*The candidate has a history of illegal drug use or has illegally manufactured, transported for sale, or sold a controlled substance that would cast doubt of his or her ability to perform as a firefighter.*

Fire 702.02 was discussed. Chief Rosolen indicated it is too costly for the Division to perform the Acrophobia Test when it is performed already in C2F2.

Commissioner Williams indicated the people he represents would prefer to continue having the Division run this test, but increase the cost of CPAT exam. He indicated it is such a big part of the job; the departments need to know this upfront. More discussion followed between Chief Rosolen, Chief Phillips, and Commissioner Williams regarding costs and funding.

Fire 705.01 was discussed. It was decided to replace the word “firefighter” with “full time career fire service personnel.”

Fire 801.01 was discussed. Commissioner Butts asked if the terminology saying “shall forfeit the right to achieve certification” meant forever or at that time. It was suggested to change the terminology to say the individual can petition the commission for the chance to certify. It was decided to have this reviewed by the attorney for the Department of Safety for clarification.

## **VII. NEW BUSINESS**

Chief Phillips announced changes are being made to the offices in the Administrative Building due to the Division of Fire Safety being moved.

Chief Phillips also mentioned on March 8, 2007, the contract for the addition to the Fire Station was going to Governor and Council for approval.



## VIII. GOOD OF THE ORDER

Nothing was discussed.

## IX. ADJOURNMENT

**Motion** was made by Commissioner Sykes, seconded by Commissioner Degnan, to adjourn at 11:55 a.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 03/01/07
2. Minutes of Meeting – 12/07/06 – Approved 01/04/07
3. Curriculum Status Report 03/01/07
4. Minutes of Meeting – 01/04/07 – Not Approved
5. Director's Report #107—March 1, 2007
6. Number of Personnel Certified in NH 07/01/06 to 02/27/07
7. Assistance to Firefighter Act Grant Awards for NH – updated 01/04/07
8. Assistance to Firefighters Grant Program – FY 2006 Award Recipients
9. Background Investigation Manual – Police Standards & Training Council
10. Division of Fire Safety- - 2006 Office of the Stat fire Marshal Summary
11. Proposed Rule Changes:
  - a. PART Fire 101.16
  - b. PART Fire 101.17
  - c. PART Fire 102.01
  - d. PART Fire 103.01
  - e. PART Fire 201.04
  - f. PART Fire 204
  - g. PART Fire 205
  - h. PART Fire 301.03
  - i. PART Fire 401.01
  - j. PART Fire 402.03
  - k. PART Fire 404.02
  - l. PART Fire 405.01
  - m. PART Fire 501.02
  - n. PART Fire 600
  - o. PART Fire 701.01
  - p. PART Fire 702.01
  - q. PART Fire 702.02
  - r. PART Fire 703.01
  - s. PART Fire 705
  - t. PART Fire 801.01